



Department of Defense DIRECTIVE

NUMBER 5142.1

June 14, 2000

Certified Current as of November 21, 2003

DA&M

SUBJECT: Assistant Secretary of Defense (Legislative Affairs)

References: (a) Title 10, United States Code
(b) DoD Directive 5142.1, "Assistant Secretary of Defense (Legislative Affairs)," July 2, 1982 (hereby canceled)
(c) [DoD 5025.1-M](#), "DoD Directives System, Procedures," August 1994
(d) [DoD Directive 8910.1](#), "Management and Control of Information Requirements," June 11, 1993

1. REISSUANCE AND PURPOSE

Pursuant to the authorities provided in reference (a) this Directive reissues reference (b) in order to update the responsibilities, functions, relationships, and authorities of the ASD(LA).

2. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the Department of Defense (hereafter referred to collectively as "the DoD Components").

3. RESPONSIBILITIES AND FUNCTIONS

The Assistant Secretary of Defense (Legislative Affairs) is the principal staff advisor to the Secretary of Defense and Deputy Secretary of Defense for DoD relations with the members of Congress. In this capacity, the ASD(LA) shall have as his or her principal duty the overall supervision of legislative affairs of the Department of Defense and shall:

3.1. Provide advice and assistance concerning congressional aspects of DoD policies, plans, and programs.

3.2. Coordinate actions relating to congressional consideration of the DoD legislative program.

3.3. Coordinate DoD participation in congressional hearings and investigations.

3.4. Coordinate responses to congressional inquiries.

3.5. Process and coordinate requests for DoD support of congressional travel.

3.6. Arrange for the designation and appearance of DoD witnesses and provision of information at congressional hearings.

3.7. Coordinate the preparation of all congressional testimony and backup material for the Secretary and Deputy Secretary of Defense.

3.8. Provide for DoD processing of personal security clearances for members of congressional staffs.

3.9. Perform such other duties as the Secretary of Defense may assign.

4. RELATIONSHIPS

4.1. In the performance of assigned functions, responsibilities and duties, the ASD(LA) shall:

4.1.1. Coordinate and exchange information with the DoD Components having collateral or related functions.

4.1.2. Use existing facilities and services of the Department of Defense or other Federal Agencies to avoid duplication and achieve maximum efficiency and economy.

4.2. The other OSD officials and the Heads of DoD Components shall coordinate with the ASD(LA) on the functions cited in section 3., above.

5. AUTHORITIES

The ASD(LA) is hereby delegated authority to:

5.1. Issue DoD Instructions and one-time directive-type memoranda, consistent with DoD Directive 5025.1-M (reference (c)), which carry out policies approved by the Secretary of Defense in assigned fields of responsibility. Instructions to the Military Departments shall be issued through the Secretaries of those Departments, or their designees. Instructions to the Combatant Commands will be issued through the Chairman of the Joint Chiefs of Staff.

5.2. Obtain reports, information, advice, and assistance consistent with the policies and criteria of DoD Directive 8910.1 (reference (d)), as necessary.

5.3. Communicate directly with the DoD Components. Communications to the Commanders of Combatant Commands shall be coordinated with the Chairman of the Joint Chiefs of Staff.

5.4. Communicate with the Federal Departments and Agencies, representatives of the Legislative Branch, and members of the public, as appropriate, in carrying out assigned functions.

6. EFFECTIVE DATE

This Directive is effective immediately.

A handwritten signature in black ink, appearing to read 'Rudy de Leon', is centered on the page.

Rudy de Leon
Deputy Secretary of Defense